



CITY OF DURHAM | NORTH CAROLINA

**Date:** October 21, 2011

**Memo To:** Thomas J. Bonfield, City Manager  
**From:** Karmisha R. Wallace, Assistant to the City Manager  
**Subject:** 2012 City Council Meeting Schedule

### **Executive Summary**

Each year, the City Manager's Office prepares a meeting schedule that allows the City Council to hold two regular meetings per month, as prescribed in the City Charter. Pursuant to the Charter, the regular City Council meetings are to be held the first and third Mondays of each month. Attached is the proposed City Council meeting schedule for 2012.

### **Recommendation**

Staff recommends that City Council approve the proposed 2012 City Council Meeting Schedule and adopt an Ordinance cancelling the July 5, 2012 City Council Work Session and cancelling the July 16, 2012 City Council Meeting.

### **Attachments**

Memorandum  
Ordinance  
2012 City Council Meeting Schedule – Part One  
2012 City Council Meeting Schedule – Part Two

c: G. Keith Chadwell, Deputy City Manager  
Wanda S. Page, Deputy City Manager  
Theodore L. Voorhees, Deputy City Manager